

NORTHWAY PARISH COUNCIL

GP/61/19 **Matters Arising from the Previous Minutes**

GP/44/19 Northway Playing Field > Northway Play Park – Painting of the boundary wall (Play Park) and concrete bollards had been completed (and photographs were tabled).

GP/48/19 Dog Fouling > Signs – Dog fouling signs had been purchased and were awaiting installation.

GP/48/19 Dog Fouling > Bins – A dog bin had now been installed in Sinderberry Drive.

GP/48/19 Dog Fouling > Letter of Thanks – A letter of thanks was sent to the girl who attached clear plastic bottles (filled with dog waste bags) to posts around the parish, as well as the owner of the pet shop (who donated the bags). This had been well received and the mother of the girl had expressed her gratitude for the gesture in a Facebook post.

GP/49/19 Notice Board – Tewkesbury Borough Council had been asked to permit the Parish Council to install a notice board in Saxon Park.

GP/50/19 Parish Maintenance Contract > Northway Community Hub Grounds – Volunteer gardeners had been given a copy of risk assessment as well as other relevant documents and the necessary tools had been purchased. They had attended to the gardens on 21st May and felt that it might be beneficial to order a hard outdoor broom. Cllr Ward confirmed that he had one that he could donate to the Hub.

GP/50/19 Parish Maintenance Contract > Parish Online – The Council was now signed up to Parish Online mapping software. Tewkesbury Borough had been approached about the possibility of providing map layers that might be relevant to Northway.

GP/51/19 Emergency Planning – Foil blankets and torches had been purchased for the Emergency Boxes (some foil blankets had also been purchased for storing in defibrillator boxes).

GP/62/19 **Local Community Initiative**

The Clerk's Assistant read correspondence from a local resident who wanted to work with the Council and wider community to address areas of concern that were in need of tidying up or maintenance. It was his hope that this would make Northway a better place to live, help people get outside more (benefiting physical and emotional wellness) whilst bringing the community closer together. He added that he would be happy to meet with the Council to talk further about this initiative, if Members so wished.

Cllr MacTiernan said how delighted she was that a resident had approached the Council with this proposal. She PROPOSED that a response was sent thanking him for his correspondence and accepting his offer to meet up in the hopes of taking this community initiative further. Cllr Godwin SECONDED.

FOR: UNANIMOUS

GP/63/19 **Northway Playing Field**

i. **Northway Play Park**

- a. **Inspection Reports** – Inspection reports received from GAB Waste raised no new issues relating to the Play Park.

The annual inspection report from RoSPA had been received which highlighted the following:

NORTHWAY PARISH COUNCIL

GP/63/19 **Northway Playing Field** (continued)

- Roundabout – Carousel not running smoothly, further investigation required (risk level low).

It was noted that the Council was aware of the ongoing issues relating to the roundabout (Min Ref: GP/104/18 refers) and had agreed to undertake an annual service of it (which was due in the next few weeks).

- Trampoline – Pit under trampoline full of water, consider improved drainage options (risk level low).

It was noted that GAB Waste had emptied the pit of water since RoSPA's inspection had taken place, although it was starting to fill up again. This was something that the Council was regularly monitoring.

- b. **Self Closing Gate** – The Clerk's Assistant had sought advice relating to the self closing gate and if/how the posts could be re-positioned or adapted to stop the gate opening too far. The contractor she had spoken to had felt that moving the posts would have safety implications as it would present a trip hazard, all he could suggest was possibly installing a small hoop barrier behind the gate(s).

Cllr MacTiernan PROPOSED that the Council took no action. Cllr Godwin SECONDED.

FOR:	Cllr MacTiernan	Cllr Godwin
	Cllr Mackenzie	Cllr Phennah
	Cllr Sollis	Cllr Woodward

AGAINST Cllr Ward

ABSTENTIONS: Cllr Terry

- ii. **Northway Skate Park** – It was confirmed that GAB Waste had attempted to remove graffiti from the half pipe with a sander (photographs were tabled).

RoSPA's report highlighted the following issues in the Skate Park:

- Fun Box – The transition between ground and unit exceed 5mm (risk level medium), reduce transition between the ground and unit to 5mm or less.

Members noted that this was raised on each annual report and believed it to be due to changes in rules and regulations since the installation of the Skate Park, which was now quite old. Cllr Phennah PROPOSED no action was taken. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr MacTiernan felt that the Council needed to look at trying to get funding towards replacing the Skate Park – The Clerk reminded Members that Council had already agreed it would progress this after replacement of the Play Park (which was now installed).

- Grind Box – Surface vandalised (arson), make good (risk level low). Cllr Ward PROPOSED that no action was taken. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

GP/63/19 **Northway Playing Field** (continued)

- Grind Rail - Distance between the lower edge of a rail and the rolling surface shall be at least 200mm (risk level low).

It was noted that RoSPA had not suggested any action relating to this. Cllr Godwin PROPOSED no action was taken. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

- Half Pipe – Barriers less than the required 1.2m high, monitor and check on a routine basis (risk level low).

Cllr Ward PROPOSED no action was taken. Cllr Godwin SECONDED.

FOR: UNANIMOUS

- Table Top – The transition between ground and unit exceeds 5mm, reduce transition between the ground and unit to 5mm or less (risk level medium).

The distance between the lower edge of a rail and the rolling surface shall be at least 200mm, no action given the risk assessment (risk level low).

The outside radius or chamfer shall be at least 20mm, replace the rail (risk level low).

Cllr Ward PROPOSED no action was taken. Cllr Ward SECONDED.

FOR: UNANIMOUS

- Wave Ramp – Small holes in surface, make good surface (risk level low).

Cllr Ward offered to fill the small holed. Cllr Ward PROPOSED. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- iii. **M.U.G.A / Outdoor Gym** – Members received the inspection reports relating to the MUGA and outdoor gym area. GAB Waste had reported that the pedals were hard to push round on the Cross Trainer due to the bearings breaking up. RoSPA had also highlighted that there was a loose operating mechanism on this piece of gym equipment and advised that the Council should monitor it (risk level low).

Cllr MacTiernan PROPOSED that the Council should seek quotations for repair of the equipment. Cllr Ward SECONDED.

FOR: UNANIMOUS

RoSPA had also highlighted the fact that the bench by the MUGA was damaged (risk level very low).

- iv. **BMX Track** – Members received inspection reports relating to the BMX Track. RoSPA had recommended that a clear start / finish was in place and that repairs be made to the surface of the track (both risk level low).

Cllr Ward PROPOSED that the Council should leave this for now but re-assess at a later date.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

GP/63/19 **Northway Playing Field** (continued)

- v. **Security Measures** – It was confirmed that utility search results had been received in relation to the Playing Field entrance. These had been forwarded on to the firm that would be installing the combination barrier (Min Ref: C/117/19 refers).

Cllr MacTiernan PROPOSED that, once removed, the main gate to the Playing Field should replace the inner gate (if possible). Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Ward PROPOSED that a more robust lock and chain should also be purchased for the inner gate. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

Members considered where the concrete barrier should be relocated to once the combination barrier had been installed. It was also noted that the Council would have to pay for hire of equipment to move the barrier when this time came.

Cllr Ward offered to mark a spot on the Playing Field for the barrier to be placed and Cllr Mackenzie offered to assist. Cllr Ward PROPOSED. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- vi. **Pedestrian Access** – A photograph was tabled of the access to the footpath running from Warren Road to Northway Playing Field, a barrier and a post meant that it would not allow disabled access. The Clerk also mentioned that a man on a mobility scooter had visited the Office to express disappointment at being unable to access the Playing Field whilst the concrete barrier was in place.

Cllr MacTiernan highlighted the fact that if the Council made changes to the Warren Road access it would also allow motorcycles to get in.

It was suggested that the Oak Drive access (where motorbike inhibitors were installed) should be measured to see if a mobility scooter could pass through. Cllr Godwin said she would ask her sister to try and get through on her mobility scooter. It was AGREED that this should be brought back to another meeting for further consideration.

- vii. **Right of Access** – It was noted that the usual reminder letter would soon be sent to residents of Oak Drive and Warren Road (whose houses backed on to the Field) reminding them that they had no right of access.

- viii. **Emptying of Litter Bins** – Cllr Ward explained that, due to the concrete barrier being in place, Tewkesbury Borough Council operatives had been unable to empty the bins, likewise GAB Waste had not been required to open and close the main gate on a daily basis. Due to this, GAB Waste had offered to empty the bins at no extra cost, instead of opening and closing the gate.

Members considered whether GAB Waste should be instructed to continue to empty the bins once the combination barrier was in place as it would not allow the Ubico vehicle to get through without being raised. It would also limit the number of keys being handed out – which was something that the Council wanted to be conscious of in the future.

Cllr Godwin queried why Ubico could not walk to the bins on the field (using the Warren Road access also). The Clerk had been told in the past that this was something that they would not do.

NORTHWAY PARISH COUNCIL

GP/63/19 **Northway Playing Field** (continued)

It was AGREED that GAB Waste should be asked to provide a price for taking on emptying of the bins on the Playing Field.

- vii. **Other Issues** – No further issues were raised.

GP/64/19 **The Park**

- i. **Teenage Shelter** – RoSPA's inspection of the Teenage Shelter raised no issues.
ii. **Other Issues** – No other issues were raised.

GP/65/19 **Joan's Field**

- i. **Maintenance** – Countrywide Grounds Maintenance had agreed to strim/flail in Joan's Field at no extra cost following removal of several verges from their grass cutting list (Min Ref: GP/50/19 refers). Alternatively, a further suggestion had been received from a local resident who had offered to undertake maintenance alongside councillors (he had suggested Cllrs Ward and Roberts) if they were willing.

Cllr Terry PROPOSED that the Council should continue with its arrangement for Countrywide to take on the work, as this had already been agreed, but thank the resident for his offer.

FOR: UNANIMOUS

- ii. **Other Issues** – Cllr Ward mentioned that a bird box had fallen down in Joan's Field but this had since been collected for repair.

GP/66/19 **Giant Hogweed**

It was noted that the end of May inspection for Giant Hogweed was now due. Cllr Ward PROPOSED that Cllr Roberts should be reminded of his offer to undertake this inspection and asked if it might be possible for him to provide a report at the next General Purposes Committee Meeting. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

It was noted that a local resident had come across signs of Giant Hogweed near the brook (under the bridge).

GP/67/19 **Traveller Policy**

It was noted that the Clerk had been forced to act outside of the Council's current policy for dealing with traveller encampments on Parish land due to the fact that many of the solicitors she had contacted were unable to help due to workloads.

Cllr MacTiernan PROPOSED that the policy should be amended to state that the Clerk should serve notice on the day of travellers' arrival and contact/instruct solicitors as soon as possible (although it was understood that the court date would be outside of the Council's control). Cllr Godwin SECONDED.

FOR: UNANIMOUS

NORTHWAY PARISH COUNCIL

GP/68/19 **Community Events**

- i. **Community Events on Council Property** – Members considered whether risk assessments and insurance details should be requested from groups/people wanting to hold events on Parish Council land.

Cllr MacTiernan PROPOSED that the Council should put in place a policy to ask for risk assessment and proof of Public Liability Insurance for big events being held on Council land. Cllr Ward SECONDED.

FOR: UNANIMOUS

Cllr Ward offered to put together a risk assessment for the upcoming community litter pick (the community event risk assessment could be mirrored from the previous year).

- ii. **King Ramps** – Details of pro BMX and skateboarding shows/public workshops provided by King Ramps had been forwarded to Members.

Cllr MacTiernan PROPOSED that costings should be sought and details forwarded to Northway Community Volunteers to consider for the upcoming Fete. Cllr Woodward SECONDED.

FOR: UNANIMOUS

GP/69/19 **Newsletter**

Members considered articles for inclusion in the next issue of Northway Voice. The following suggestions were received:

- Report following traveller encampment at Playing Field
- Overhanging hedges/trees
- Giant Hogweed warning
- Details on reporting crimes (101)
- GreenSquare (who would provide their own advert)
- Photo of the girl who put up dog bag holders around parish (and pet shop owner who donated the bags) if permission sought
- NCV Fete
- Photos following litter pick and community event
- SSAFA advertisement
- Advertisement for local carers event
- Reminder that graffiti boards are present on Playing Field
- Recent antisocial behaviour / vandalism to Village Hall and Changing Room Facility (Cllr Ward explained about the recent vandalism to Members).
- Cycling on pavements
- Speed results (if available)

GP/70/19 **Parish Maintenance Contract**

- i. **Grass Cutting** – Complaints had been received about the standard of grass cutting (by Ubico) specifically in Fairway and Lee Road. Lee Road residents had been so disappointed at the way the grass had been left some of them took it upon themselves to mow it themselves.

It was noted that the Borough Council's Overview and Scrutiny Committee was aware of complaints. Ubico did cuts every three weeks whereas Countrywide did twice-weekly cuts so that along would make a difference to the standard of cut in different areas.

NORTHWAY PARISH COUNCIL

GP/70/19 **Parish Maintenance Contract** (continued)

Cllr Ward mentioned that the verge outside his house did not get cut by Ubico or Countrywide, he cut this himself.

- ii. **Bus Shelter Cleaning** – Cllr MacTiernan PROPOSED that the Council should investigate how the bus shelter cleaning was being done (if pressure washed did this provide enough power to clean sufficiently?) and possible review at a future meeting. Cllr Ward SECONDED.

FOR: UNANIMOUS

It was noted that the graffiti inside the bus shelter along The Park was very bad. The Clerk reminded Members that the Council had agreed to take no action regarding this.

- iii. **Tree Management Strategy** – It was noted that the Clerk’s Assistant was in the process of marking tree’s/areas on a map as part of the tree management strategy (Min Ref: GP/50/19 refers).
- iv. **Flood Warden** – Cllr Mackenzie expressed an interest in taking on the role of flood warden for Northway and Cllr Sollis had offered to assist him if/when necessary. AGREED. The Clerk offered to email details of the role to Cllrs Mackenzie and Sollis.
- v. **Padlocks** – Members considered whether the various padlocks around the parish needed to be oiled, although there were not many now that the bins were left unlocked. Cllr Ward offered to oil those that were left, if necessary.

Members were reminded that ex-councillor, David Birch, had oiled the telescopic bollards on The Park once a month but it was unknown whether he wanted to carry this on now that he was no longer on the Parish Council. Cllr Mackenzie offered to take this on as he lived close to The Park. Cllr Ward PROPOSED that the Council should ask David Birch whether he would be happy for Cllr Mackenzie to take this on and, if so, provide him with keys and show what was required. Cllr MacTiernan SECONDED.

FOR: UNANIMOUS

- vi. **Other Issues** – It was noted that Full Council had suggested consideration of the possibility that General Purposes Committee might need to contribute towards the County Council weed killing around the parish (Min Ref: C/111/19 refers).

Cllr MacTiernan PROPOSED that the Council should ask the County Council whether this could be done and, if necessary, agree to part fund (50/50). Cllr Ward SECONDED.

FOR: UNANIMOUS

GP/71/19 **‘Report It’**

Vandalism to the Changing Room Facility and Village Hall, had been reported to Gloucestershire Police on two occasions.

A volunteer litter picker had also forwarded a complaint that Borough Council operatives had failed to collect her bags of rubbish on numerous occasions.

NORTHWAY PARISH COUNCIL

GP/71/19 **'Report It'** (continued)

Various grass cutting complaints had been forwarded to Tewkesbury Borough Council as well as request for maintenance to overgrowth in Hawthorn Way (which TBC had claimed was not their responsibility, Gloucestershire County Council had since agreed to look into the overgrowth).

GP/72/19 **Correspondence for Information**

- i. **HAGS** – Spring Offers 2019.
- ii. **Overgrowth** – Copy of letter sent to property regarding overgrowth.

GP/73/19 **Correspondence received after 16th May 2019**

None received.

As there was no other business the meeting concluded at 8:52 p.m.